

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, June 22, 2004

The Brookings County Board of County Commissioners met in regular session on Tuesday, June 22, 2004, with the following members present: Deanna Santema, Dennis Falken, Donald Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Ted Eggebraaten, Vicki Buseth, Chris Wiegert, Joyce Dragseth, Cyndi Ault, and Wm. Mark Kratochvil, John Andrews, and Perry Miller.

CALL TO ORDER

Chairperson Santema called the meeting to order.

CONSENT AGENDA

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the June 22, 2004 Commission Meeting, and the minutes from the June 15, 2004 Commission Meeting. Welfare Matters: Case # 04-072 for utilities was approved. Travel/Education: Ted Eggebraaten to go to Pierre, SD on July 7-8, 2004 to attend the Highway Superintendents Summer Meeting. Lionel Torgrude and Irene Pierce to go to Sioux Falls, SD on June 30, 2004 to attend the National Guard/Army Bonus Applications Seminar. Robert Hill and Todd Struwe to go to Spearfish, SD on June 29-July 2, 2004 to attend the FEMA DMA 2000 Risk Assessment Workshop.

ROUTINE BUSINESS

Motion by Klavetter, seconded by Negstad, to approve the following claims. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. A&M Radio, alarm panel \$240.00; Allstate Imaging, ribbons \$310.75; Amoco Oil, gas \$57.75; Anthony Aragon, translation \$50.00; Martha Aragon, translations \$137.50; Arlington Farmers EI, water \$45.00; Asbrook Property Mgmt, rent \$213.00; AT&T, telephone \$136.57; Banner Associates, engineering fees \$1,166.15; Beckman & Sons, parts \$8.55; Harold Berkland, meeting \$25.00; Bob Barker Co, supplies \$325.40; Bound Tree Medical, collars \$1,450.00; Bowes Construction, gravel/asphalt \$191.55; Bkgs City, utilities/landfill fees \$758.39; Bkgs Clinic, medical \$79.24; Bkgs Co Treasurer, license/titles \$24.00; Bkgs Register, ads/publications \$1,178.16; Bkgs Electric Const, wiring \$112.25; Bkgs Hospital, medical \$548.06; Buhl's Cleaners, rugs/rental \$61.80; C&M Septic Service, execution \$108.79; C&R Supply, parts \$439.37; C&W Repair, filters/oil \$45.80; Calhoon & Kratochvil, stamps \$194.00; Cellular One, cell phones \$279.98; Central Business Supply, maintenance/office supplies \$1,150.47; Central Station Security, monitoring \$190.00; Chemco, laundry supplies \$171.50; Clite's Electric, repair \$114.26; Cook's Office Products, maintenance/supplies \$534.52; Cook's Recycling, commercial service \$385.00; Credit Bureau of Sioux Falls, skip tracing \$12.00; Dakota Abstract, rent/utilities \$1,658.60; Dakota Disc, qtrly subscription \$125.00; Dakota Rigger & Tool, cable \$47.54; Dakota Security, service agreement \$221.93; Dakota Tool & Pawn,

execution \$1,181.87; Dell Marketing, software \$667.34; Diamond Mowers, mower parts \$73.33; Direct Check, execution \$321.28; Dockendorf Equipment, parts/labor \$192.00; Joyce Dragseth, coffee pot \$84.99; Elite Business System, copier maintenance \$60.00; First Nat'l Bank Mastercard, dues/gas \$499.89; Robert Fite, CAA \$907.65; Fixit Shop, re-key lock \$40.00; Flandreau Medical Center, hepatitis vaccines \$2,366.00; Foerster Wholesale, supplies \$387.02; Beth Frederiksen, meeting/mileage \$33.12; G&K Services, laundry service \$226.65; Alan Glover, CAA \$165.60; Harold's Printing, envelopes/business cards \$199.45; Harold's Photo Centers, photo finishing \$4.49; Patricia Hartsel, transcripts \$207.40; Hendricks Tractor Parts, seat \$150.00; Homestead Do-It Center, supplies \$81.95; Kristi Houtman, execution \$439.26; Justin Hyde, CAA \$625.80; Hy-Vee Food Store, inmate meals/supplies \$8,825.39; Index, office supplies \$53.25; Inter-Lakes Community Action, support worker \$629.00; Ivanhoe Fire Dept, air packs/masks \$2,000.00; Johnson Controls, chiller/service agreement \$34,249.00; Paula Johnson, meeting/mileage \$31.09; L&L Parts, parts/filters \$453.36; Lewis & Clark Mental, MI hearings \$125.00; Linweld, welding supplies \$42.34; Lyle's Signs, signs/posts \$1,053.83; ME McCann, CAA \$4,048.16; Donald McCarty, CAA \$346.79; McCleod's Print & Office, traffic tickets \$204.72; M&T, medical supplies/recharge extinguishers \$2,149.50; Bob Mans, meeting/mileage \$29.64; Martin's Inc, grease/oil \$97.00; Mastercard, airline tickets/room/supplies \$2,801.73; Mathison Company, measuring devices \$1,131.00; Meteorlogix, subscription \$996.00; Midwest Glass, door repair \$25.51; Millborn Seeds, grass seed \$30.00; Mills Construction, remodel project \$16,000.00; Minnehaha Co Juvenile, foster care \$1,500.00; Mary Negstad, meals/mileage \$148.20; Sharon Nichols, meeting/mileage \$29.35; Nortek Computers, computers/supplies \$2,018.73; Northwestern Public Service, utilities \$358.71; Sean O'Brien, CAA \$225.45; Jody Odegaard-Smith, CAA \$862.00; Ohlin Sales, batteries \$5.74; Otto Engineering, adapter \$571.68; Papa Johns, food \$22.23; Jon Pike, meals \$53.00; Pitney-Bowes, check signer \$3,537.00; Porters Toys for Big Boys, parts \$170.28; Prairie Graphics, shirts \$234.00; Qualified Presort, MV renewal notices \$651.44; Qwest, database \$300.21; Radio Shack, intercom \$59.99; Rental Depot, tiller rental \$13.69; Reserve Account, postage \$6,000.00; Running's Big R, supplies \$457.72; Fran Schoenfelder, meeting \$25.00; Terry Schwenk, rent \$170.00; SDAAC, catastrophic legal \$1,586.58; SD Dept of Labor, distress warrant \$570.96; Shephardson's Hardware Hank, hardware \$13.96; Shepherd Reporting, MI hearing \$45.00; Sioux Falls Two Way Radio, repair/replacement boards \$1,454.50; Steve Smith, meeting/mileage \$39.50; Software Services, computer assistance \$2,210.00; State of SD, network access fees \$81.80; Sturdevant's Auto, parts/repairs \$109.39; Swiftel Center, upkeep \$2,500.00; Thrifty White, medicine \$411.99; Turning Point, foster care \$720.00; Ultramax, ammunition \$109.00; US Postal Service, postage \$1,000.00; VandenBerg Law, CAA \$738.00; Vantek Communications, wiring/installation \$243.50; Verizon, telephone \$142.55; Barry Vlasman, CAA \$1,626.87; City of Volga, utilities \$57.69; West Group, law books \$316.50; City of White, utilities \$57.51; Terry Wieczorek, CAA \$220.71; Chad Wosje, meeting/mileage \$39.50.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report. Bakken inquired and confirmed the 2005 Budget timeline for Departmental Appointments.

Commission Assistant/Personnel Director, Stephanie Vogel met with the board to discuss Personnel Matters, 2005 Commission Budget, 2004 Contingency, the Board Room Arrangement, and Correspondence. Be it noted, the board approved the Routine Personnel Action Notice: New Hire: Clara Brown Part time Jail Greeter.

REGULAR BUSINESS

Motion by Klavetter, seconded by Larson, to table the agenda item of the Boys/Girls Club 2004 Funding Request until later in the meeting. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Highway Superintendent, Ted Eggebraaten met with the board to discuss Resolutions # 04-25 and # 04-26, Brookings County Bridges # 06-242-010 and # 06-235-130, Railroad Crossing Upgrades in Volga and Elkton, and marble slabs from the Court House building.

Motion by Larson, seconded by Klavetter, to approve and authorize Chairperson Santema to sign Resolution # 04-25; a Resolution for the County Federal Aid Bridge Replacement or Rehabilitation Program. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

RESOLUTION #04-25

County Federal Aid Bridge Replacement or Rehabilitation Program

WHEREAS, the Brookings County Board of County Commissioners desire the replacement of the bridge hereinafter described as: #06-242-010 Oaklake Township - County Road # 40.

LOCATION AND LENGTH: 6.5 N & 0.2 E of White, SD Between Sections 6 & 7, T-112-N-R-48-W and has a length of 24.0'.

AND WHEREAS, Brookings County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

AND WHEREAS, Brookings County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Special Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement for the following reasons:

1. The sufficiency rating is 61.9.
2. The bridge is not located on a County or Township designated Minimum Maintenance Road.
3. The bridge is located on a Federal Aid Route, a school bus route, a mail route, and a field to farm to market route.
4. The load carrying capacity of the existing bridge cannot be improved to carry legal loads by rehabilitation of the existing bridge.

NOW THEREFORE BE IT RESOLVED, that the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the approved Secondary Road Plan Agreement and the State's "Standard Specifications for Roads and Bridges," the bridge replacement or rehabilitation project at the above described location. Consultant services are to be with Federal Participation. Preliminary Engineering Services by State Forces with Federal Participation are the Hydraulic Study and the Foundations Investigation (if necessary). Construction administration is to be handled by State forces with Federal Participation.

Brookings County will have \$40,000.00 available during calendar year 2005 to match available Special Bridge Replacement Funds.

Vote of Commissioners: Yes—5, No—0

Dated at Brookings, SD, this 22nd day of June 2004.

ATTEST:

Deanna Santema, Chairperson
Brookings County Commission

Janet Willmott, County Auditor

Motion by Klavetter, seconded by Negstad, to approve and authorize Chairperson Santema to sign Resolution # 04-26; a Resolution for the County Federal Aid Bridge Replacement or Rehabilitation Program. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

RESOLUTION #04-26

County Federal Aid Bridge Replacement or Rehabilitation Program

WHEREAS, the Brookings County Board of County Commissioners desire the replacement of the bridge hereinafter described as: #06-235-130 Aurora Township - County Road # 46.

LOCATION AND LENGTH: 2 N & 0.5 W of Bushnell and 60.1' in Length.

AND WHEREAS, Brookings County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

AND WHEREAS, Brookings County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Special Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement for the following reasons:

1. The sufficiency rating is 63.7.
2. The bridge is not located on a County or Township designated Minimum Maintenance Road.
3. The bridge is located on a Federal Aid Route, a school bus route, a mail route, and a field to farm to market route.
4. The load carrying capacity of the existing bridge cannot be improved to carry legal loads by rehabilitation of the existing bridge.

NOW THEREFORE BE IT RESOLVED, that the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the approved Secondary Road Plan Agreement and the State's "Standard Specifications for Roads and Bridges," the bridge replacement or rehabilitation project at the above described location. Consultant services are to be with Federal Participation. Preliminary Engineering Services by State Forces with Federal Participation are the Hydraulic Study and the Foundations Investigation (if necessary). Construction administration is to be handled by State forces with Federal Participation.

Brookings County will have \$45,000.00 available during calendar year 2005 to match available Special Bridge Replacement Funds.

Vote of Commissioners: Yes—5, No—0

Dated at Brookings, SD, this 22nd day of June 2004.

ATTEST:

Janet Willmott, County Auditor

Deanna Santema, Chairperson
Brookings County Commission

Motion by Negstad, seconded by Falken, to declare structures 06-242-010 and 06-235-130 in Brookings County as an emergency for replacement and request the South Dakota Department of Transportation assist Brookings County through the County Federal Aid Bridge Replacement Program as per Resolutions # 04-25 and # 04-26. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Motion by Falken, seconded by Negstad, to approve and authorize Chairperson Santema to sign the Purchase Agreement between Brookings County, South Dakota and Ronald J. and Corrine A. Fesler for Lot H3 in Lots One (1), EXCEPT Lot H-1 thereof, and Two (2), EXCEPT Lot H-1 thereof, of Bartels Addition in the Northeast Quarter (NE1/4) of Section Twenty-Seven (27), Township One Hundred Ten (110) North, Range Forty-Nine (49) West of the 5th P.M., Brookings County, South Dakota, containing 0.14 acres more or less. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Motion by Falken, seconded by Negstad, to participate with the City of Volga, SD for the asphalt work to complete the Railroad Crossing Upgrades; the cost for the asphalt work is not to exceed the \$3,500.00 per crossing maximum. The participation was determined as per the request from the City of Volga, SD. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

Motion by Falken, seconded by Klavetter, to participate with the City of Elkton, SD in the amount of \$2,325.50 for half of the estimated cost from DM&E for the Railroad Crossing Upgrades on County Road # 33, and the asphalt work to complete the Railroad Crossing Upgrades; the cost for the asphalt work is not to exceed the \$3,500.00 per crossing maximum. The participation was determined as per the request from the City of Elkton, SD. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

Motion by Klavetter, seconded by Falken, to take off the table the agenda item of the Boys/Girls Club 2004 Funding Request. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Chris Wiegert, Executive Director of the Boys & Girls Club of Brookings met with the board to introduce the Boys & Girls Club program and to request funding of \$1,000.00 to target out lying areas within Brookings County.

Motion by Klavetter, seconded by Falken, to approve and grant the funding request of \$1,000.00 for the Boys & Girls Club of Brookings, SD.

Motion by Klavetter, seconded by Falken, to delay action for two weeks, on the approval of the funding request of \$1,000.00 for the Boys & Girls Club of Brookings, SD, until Tuesday, July 6, 2004. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion to delay action passes.

Motion by Negstad, seconded by Falken, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$7,676.00; Reason: Program Funding for DOJ/OJP Equipment - 2003 Part II Grant; Receipt # 87839; Line #22600X4296222. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

County Treasurer, Vicki Buseth met with the board to discuss the counter moving project and distribute the results from the 2003-2004 Brookings County Investment Policy Transfers.

Motion by Negstad, seconded by Falken, to appropriate \$500.00 to the Swiftel Center Board for the 4th of July 2004 Community Activities. Be it noted, the funds are appropriated from the Commissioners Public Relation Budget # 10100X4231111. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

Director of Equalization, Joyce Dragseth and Deputy Director of Equalization, Cyndi Ault met with the board to discuss an upcoming Office of Hearing Examiners (OHE) case.

EXECUTIVE SESSION

Motion by Negstad, seconded by Falken, to go into executive session at 9:40am. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Chairperson Santema declared executive session over at 10:45pm. Reason - Legal Matters. No action at this time.

REGULAR BUSINESS

Motion by Falken, seconded by Larson, to approve and authorize Chairperson Santema to sign the agreement between Brookings County and the State of South Dakota Department of Legislative Audit for the audit for the 2003 calendar year. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

COMMISSIONER'S OPEN DISCUSSION

Be it noted, the board discussed the 1921 Building Rental Space, Rural Transportation, 2005 Budget, the County's Hospital Board Appointments, and Upcoming Meetings.

Commissioner Larson reported on the NIMS Training and the "What Future Brookings?" Meeting.

Commissioner Negstad reported on the NIMS Training.

Commissioner Falken reported on the NIMS Training and the "What Future Brookings?" Meeting.

Commissioner Klavetter reported on the NIMS Training and the "What Future Brookings?" Meeting.

Commissioner Santema NIMS Training, the Larson's 50th Anniversary Event, and the Dairy Net 2000.

Commission Assistant/Personnel Director, Stephanie Vogel updated the board on the upcoming 8 County Sioux Valley District meeting that Brookings County will be hosting in August 2004.

EXECUTIVE SESSION

Motion by Negstad, seconded by Klavetter, to go into executive session at 11:25am. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes. Chairperson Santema declared executive session over at 12:30pm. Reason - Contractual Negotiations. No action at this time.

ADJOURNMENT

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, June 29, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

Kelly Bakken
Deputy Auditor
Brookings County Auditor's Office